

GCLM Monthly Project Progress Report

Project Name:	Grants, Contracts, and Loans Management System
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Reporting Period:	From:	February 1, 2009	To:	February 28, 2009
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Audience: Sadie Rodriquez-Hawkins, Jan Marie Ferrell, Polly Zehm, Lynne McGuire, DIS, and ISB

Schedule Status: ☐ **GREEN** ☐ **YELLOW** ☒ **RED**

(Green = project is on-time; Yellow = project is 10% behind schedule; Red = project is more than 10% behind schedule or a significant risk has arisen that could cause failure of the project)

Budget Status: ☒ **GREEN** ☐ **YELLOW** ☐ **RED**

(Green = project is on-budget; Yellow = project is 10% over budget; Red = project is more than 10% over budget or a significant risk has arisen that could cause failure of the project)

Risk Status: ☐ **GREEN** ☐ **YELLOW** ☒ **RED**

(Green = no new risks; Yellow = new risks are level 6 or less; Red = new risks are level 9)

Achievements

- Completed Group 5 demonstration scenarios and reviewed with Sierra following their preview of functionality with OGMA.
- Completed Group 5 demonstration and analysis for Opportunities, Progress Reports, Monitoring Agreements, Monitor Reporting, Audits, and Payment Requests and distributed an Executive Briefing document.
- Completed Group 6 demonstration scenarios, including scenarios not satisfied in previous demonstrations, and reviewed with Sierra following their preview of functionality with OGMA.
- Met with the GCLM Advisory Committee meeting discussing current project status, commodity codes, configuration of "I Agree", Notification, and Terms and Conditions, and reports.
- Met with DOL to discuss system configuration language they use in one of their public facing applications and see how we can share/learn from each other.
- Continue working with GCLM Advisory Committee sub-group, AG, DIS, DSHS, CTED, and OFM Contracts and Legal personnel to propose formalized language for the "I Agree" text, email notifications, and terms and conditions.
- Met with subject matter experts from GA, DIS, OFM, and LNI to review and confirm the approach for master contracts.
- Completed design sessions focusing on agreement deliverables, milestones, tasks, assets account coding, payments, audits, and the systems organizational hierarchy.
- Completed transition and knowledge transfer for the ESB

Objectives for the next reporting period

- Group 6 demonstration and analysis
- Install GCLM (~75% of the solution)
- Begin on-site configuration
- Update project plans
- Finalize testing approach and begin test case development
- Design Sessions
- Initial team training
- For GIS:
 - Develop operations, promotion model, patch control process, and installation/configuration process documentation

Schedule

Major Milestones and Deliverables for February:

- Completed “Group 6” demonstration scenarios and submitted to Sierra
- Completed Group 5 scenarios, demonstration, and analysis for Opportunities, Progress Reports, Monitoring Agreements, Monitor Reporting, Audits, and Payment Requests and distributed an Executive Briefing document.

Planned Major Milestones and Deliverables

Original

Revised

- | | <u>Original</u> | <u>Revised</u> |
|---|-----------------|----------------------|
| ▪ Pilot | | <u>2009</u> |
| ○ Configure System | 11/08 | 1 st Qtr. |
| ○ Performance Testing | | 1 st Qtr. |
| ○ System Testing | 11/08 | 2 nd Qtr. |
| ○ User Acceptance Testing | 12/08 | 2 nd Qtr. |
| ○ Re-baseline – Go/No-Go | 12/08 | 2 nd Qtr. |
| ○ Pilot deployment | | 2 nd Qtr. |
| ▪ ECY – CTED first program implementation | 1/09 | 2 nd Qtr. |
| ▪ Rollout to remaining programs (2 nd Rollout) | 6/09 | 4 th Qtr. |
| ○ ECY – CTED program workshops | | 3 rd Qtr. |
| ○ Updated design/configuration specifications | | 3 rd Qtr. |
| ○ Configure/Test System | | 4 th Qtr. |
| ○ User Acceptance Testing & Training | | 4 th Qtr. |
| ○ Deploy system | | 4 th Qtr. |
| ▪ Post implementation review | 7/09 | 4 th Qtr. |

Budget

IT Project Pool:	5,463,810
Project-to-date (7/07 to 1/09)	
<i>* Expense transactions recorded as of March 03</i>	
Salaries/Benefits	797,846
Internal Administrative	307,267
Software Package	690,000
External QA	93,070
External Testing	101,185
Equipment	91,388
Travel	1,938
Goods & Services	6,208
Contracted Developer	13,558
Total Expense:	2,102,460
Project Balance:	3,361,350

Issues

Re-scheduling discussions are now underway with Sierra. OGMA now believes they will not be able to deliver the complete system until May 15, 2009. Sierra has proposed a revised schedule that introduces and/or reduces some risks. Further analysis of potential benefits and impacts of this revision is underway.

Risks

Newly discovered or re-arisen, including Risk Severity Indicator

21794: AFRS Table Distribution Development Delay

Impact Area – Schedule, Impact on other teams

Impact Rating - High

Risk: There is a risk that the development work required for the AFRS Table distribution, specifically statewide vendor table, may not be completed in time to fully and effectively test GCLM. Both the middleware program and mainframe programs need to be revised to support unmasked data for GCLM.

Mitigation: Work with Accounting Portfolio to prioritize the mainframe work. Have development staff work on the middleware component.

21795: MQ Server Administration

Impact Area – Cost, Impact on other teams

Impact Rating - High

Risk: There is significant risk with the administration of OFM's MQ Server production/QA environment. It is unclear who the responsible party is when queues are disabled, preventing messages from reaching their destination. The queues have shut down three times in just as many days. In addition, there are substantial diagnose costs each time this problem occurs.

Mitigation: Define parties responsible for the server/operating system, the parties responsible for the MQ environment, the process when a problem occurs, and a governance process.